

MINUTES OF MEETING OF THE BOARD OF PUBLIC WORKS, JULY 11, 1955

The Board of Public Works met in the office of the Governor, Mathieson Building, Baltimore, Maryland, on July 11, 1955, at 2:00 p.m.

There were present:

Theodore R. McKeldin, Governor
J. Millard Tawes, Comptroller
Hooper S. Miles, Treasurer.

Also attending the meeting were:

Mr. James J. O'Donnell, Director, Department of Public Improvements
Mr. James G. Rennie, Director, Department of Budget and Procurement.

MINUTES:

The Minutes of the meeting of June 13, 1955, copies of which had been forwarded to the members of the Board, were approved.

CONSTRUCTION:

The Board was advised by Mr. O'Donnell and Mr. Rennie that in all of the items submitted and recommended to the Board, where payment is to be made from the proceeds of the General Construction Loan of 1954 and the General Construction Loan of 1955, full regard was had to the provisions of Section 7 of Chapter 7, Acts of 1954, and of Chapter 266 of the Acts of 1955, Section 7, authorizing these two bond issues, as follows:

"Sec. 7. And Be It Further Enacted, That no department, board, commission, agency or institution specified or named in this Act shall begin any work with funds secured pursuant to the provisions of this Act unless satisfactory assurances are made to the Board of Public Works that the work described in the individual items in this Act can be completed with the funds specified for each such item respectively."

BOARD OF PUBLIC WORKS:

The Board approved report of the State Comptroller's Office that the following amounts were reverted to the General Treasury as of June 30, 1955, from the Board of Public Works-Fire Losses State Property Fund:

Item #16 - Morgan State College	\$76.92
Item #30 - Montebello State Hospital	3.87
Item #31 - Deer's Head State Hospital	1.09,

As these funds are no longer required by the agencies listed above.

BONDS:

The Secretary reported the payment of the following items in connection with the issuance of bonds:

Hooper S. Miles	\$45.50	E. A. Wright Bank Note Co.	\$3,513.39
Charles M. Speicher	35.58	C. Ferdinand Sybert	38.74
Joseph O'C. McCusker	54.10	The Signature Co.	281.63
J. Millard Tawes	25.99	A. D. Emerick	18.50,

chargeable to:-

General Public School Assistance Loan of 1949	\$ 277.33
General Public School Construction Loan of 1953	922.29
General Construction Loan of 1953	1,793.60
General Construction Loan of 1954	1,020.21
	<u>\$4,013.43 .</u>

BOYS' VILLAGE OF MARYLAND

- 1 - The Secretary presented to the Board request of Boys' Village of Maryland for reimbursement of a \$34.50 shortage in their Working Fund which had been found by the State Auditors during the summer of 1953 while examining the records of Boys' Village for the fiscal years 1951 and 1952.

The Board approved the request and this reimbursement is to be made by the Comptroller's Office.

- 2 - Upon recommendation of the Department of Public Improvements, agenda item 23, the Board approved execution by Boys' Village of Maryland of Change Order #4, in the amount of \$900.00, to contract with Rogers & McGrath, Inc. Payment is to be made from the General Construction Loan of 1953, item 87.

CIVIL DEFENSE AGENCY

Upon recommendation of the Department of Public Improvements, agenda item 9, the Board approved execution by the Civil Defense Agency of Change Order #1, in the amount of \$106.00, to contract with S. H. Jackson. The cost will be financed on a 50% Federal and a 50% State matching fund basis. The State's share of \$53.00 is available in the Civil Defense Loan of 1951, Project 9 - Communications.

CLERKS OF COURT

The Board approved request of the Comptroller's Office, under date of July 11, 1955, for authority for payment of \$8,166.40, \$3,959.54, \$6,216.58, respectively, to cover deficiencies in operating costs of the offices involved, over and above the authorized salary for the Clerk of Court, for the fiscal year ended June 30, 1955, as follows:

Clerk of the Circuit Court for Baltimore City:

Gross Deficiency fiscal year 1955	\$16,041.36	
Clerk's authorized salary	<u>7,874.96</u>	\$8,166.40

Clerk of the City Court for Baltimore City:

Gross Deficiency fiscal year 1955	\$11,834.38	
Clerk's authorized salary	<u>7,874.96</u>	\$3,959.54

Clerk of the Criminal Court for Baltimore City:

Gross Deficiency fiscal year 1955	\$14,085.11	
Clerk's authorized salary	<u>7,868.53</u>	\$6,216.58

CROWNSVILLE STATE HOSPITAL

1. The Secretary reported the receipt of \$567.73 from sundry insurance companies in settlement of fire losses sustained by Crownsville State Hospital in 1954, as follows: (To be credited to Item 6 - Board of Public Works - Fire Losses State Property Fund 7-751)
- | | |
|--------------------|--------------|
| August 30, 1954 | \$404.27 |
| September 18, 1954 | 26.88 |
| October 14, 1954 | 12.55 |
| October 19, 1954 | 25.10 |
| November 2, 1954 | 12.55 |
| December 10, 1954 | 12.55 |
| December 11, 1954 | 48.35 |
| December 22, 1954 | 12.93 |
| December 27, 1954 | <u>12.55</u> |
| | \$567.73 |
2. The Secretary reported a fire which occurred in Room 119 of the Employees' Dormitory at Crownsville State Hospital on May 19, 1955, and the adjustment thereof in the amount of \$35.00.
3. The Secretary reported a fire which occurred in Ward 202, A Building, at Crownsville State Hospital, on June 29, 1955, and one which occurred in Ward 302 "A" Building on July 7, 1955, with damage amounting to \$14.33.

(Crownsville State Hospital)

4. Upon recommendation of the Department of Public Improvements, agenda item 28, the Board approved execution by Crownsville State Hospital of Change Order #2, in the amount of \$124.20, to contract with Blair & Sons, Inc. Payment is to be made from the General Construction Loan of 1952, item 33.
5. The Board approved the following expenditure by Crownsville State Hospital - construction item 16 of agenda of the Department of Budget and Procurement:

Board of Public Works Fire Loss Account Item 6 List 179 \$73.40

DEPARTMENT OF BUDGET AND PROCUREMENT

1. The Board approved request of the Department of Budget and Procurement to set up on their revolving fund records a net overage in merchandise value of \$39.65 which occurred during the 1955 fiscal year.
2. Upon the recommendation of the Department of Public Improvements, agenda item 8, the Board approved award of the following contract by the Department of Budget and Procurement, with payment to be made from the funds indicated:
 Budget Program 06.06.00.01 - .08 -
 Pratt Improvement Company, for plaster repair, renovation of electrical installations and installation of exhaust duct on the second floor at 318 Light Street, in the amount of \$260.00. No fee is applicable.

DEPARTMENT OF CORRECTION

1. The Board approved request of Department of Correction, presented by the Secretary, for transfer of \$20,000 to the Board of Correction, State Use Industries Funds for 1956, from:
 State Use Industries Funds -
 Maryland House of Correction \$ 5,000.00
 Maryland Penitentiary 14,000.00
 Maryland State Reformatory for Males 1,000.00
2. The Board approved request of the Department of Correction, presented by Mr. Rennie, for permission to expend approximately \$21,000, the estimated cost of constructing a concrete block building 50 x 300', at the House of Correction, to be rented to the Maryland State Agency for Surplus Property at a monthly rental of \$500.00. In the event the Agency for Surplus Property discontinues rental of the building, it will be of use to the Department of Correction for storage purposes.

DEPARTMENT OF EMPLOYMENT SECURITY

1. At the meeting of the Board held on March 14, 1955, approval was given for the execution by the Department of Employment Security of a lease with John Zink for the construction of a building on lots 15 and 16 on East Pennsylvania Avenue, Towson, Maryland, to be used as quarters.

At today's meeting the Board felt it was in order to rescind its previous approval of this lease.

2. The Board approved report of the Department of Employment Security, submitted under date of June 14, 1955, for the quarter ended March 31, 1955, showing in detail the taxes collected, the accounts receivable, liens filed and judgments obtained on tax claims; and a list, in detail, of the interest waived, the balance of accounts abated and adjusted and accounts that, in the opinion of the Department, are uncollectible.

DEPARTMENT OF FOREST AND PARKS

1. The Secretary reported to the Board the receipt of an opinion from the Attorney General's Office as to the handling of a check in the amount of \$2,803.76 received by the Department of Forests and Parks from the Columbian Carbon Company for lease rental of State lands in Allegany County. The opinion states that the money from this License Agreement should be paid into the Forest Reserve or Park Reserve Fund, with 15% being paid to the County in which the Green Ridge State Forest is located. The \$2,803.76 was originally deposited to Budget Program 3-.09.04.00.37 of the Department of Forest and Parks and it is now in order for this Department to transfer the funds in accordance with the advice received from the State Law Department.

(Department of Forests and Parks)

2. The Secretary reported the following expenditure of funds by the Department of Forests and Parks from the General Construction Loan of 1951, Item 26 (Surveyors, realtors, and title work for Patapsco State Park).

Albert E. Pohmer	\$848.30	Russell M. Herbert	\$263.00
Leo William Rader	976.93	A. Gordon Boone	262.57
Clerk of Circuit Court (Record deed - Owen R. Lynch)	6.75		

3. The Board approved Construction Item 3 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Department of Forests and Parks:

General Construction Loan of 1951

Rehabilitation of Melbourne Landing Recreation Area, Pocomoke State Forest	Item 17	List 295	\$ 20.96
	Item 17	List 305	15.93
Patapsco River Valley Park, land acquisition and first stage development	Item 26	List 69	155.40
	Item 26	List 295	26.30
	Item 26	List 299	370.18
	Item 26	List 305	207.46
	Item 26	List 308	2,057.35
	Item 26	List 314	14.11
Sandy Point Bayside Park development	Item 29	List 312	103.95

General Construction Loan of 1952

Swallow Falls State Park - Toilets and sanitary facilities	Item 18	List 298	54.57
	Item 18	List 304	244.45
	Item 18	List 306	41.64

General Construction Loan of 1953

Gambrill State Park			
Constructing water system and facilities	" 27	List 307	7.45
Rehabilitating sewerage facilities	Item 28	List 294	80.96
	Item 28	List 297	148.34
	Item 28	List 303	24.94
	Item 28	List 307	3.10
Herrington Manor Recreation Area			
Providing beach improvements	Item 30	List 263	52.90

General Construction Loan of 1954

Sandy Point State Park			
Concrete paving and new operating equipment at toll booth	Item 15	List 302	102.16
Washington Monument State Park			
Access road	Item 38	List 309	35.74

4. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Department of Forests and Parks, with payment to be made from the funds indicated:

Budget Program 09.04.00.05 - .08:

Item 34-E - Fred E. Beachy Lumber Company, for creosoting the Superintendent's headquarters at the New Germany Recreation Area, plus painting windows, porch and steps. No fee is applicable.	\$260.50
Item 34-F - Fred E. Beachy Lumber Company, for painting garage building at New Germany Recreation Area. No fee.	381.30
Item 34-G - Garrett Building Supply Corporation, for painting the barn at Herrington Manor. No fee is applicable	350.00
Item 34-M - Fred E. Beachy Lumber Company, for installation of spouting on bath house at Herrington Manor. No fee.	161.70

General Construction Loan of 1951: (Item 25)

Item 34-I - Clarence Streett - payment of invoice for appraisal and preparation of option on two separate tracts of land for Rocks State Park in Harford County.	501.25
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(State Department of Forests and Parks)

General Construction Loan of 1951 - Item 28:

A. C. Brenneman & Son, for drilling, casing, testing and chlorinating a well at New Germany Recreation Area - not to exceed (Item 34-C) \$ 983.50

General Construction Loan of 1951 - Item 30:

Garrett Building Supply Corporation, for furnishing and installing six cast iron enameled sinks at Herrington Manor (Item 34-L) 379.00

General Construction Loan of 1953 - Item 21:

Rummel, Klepper & Kahl, invoices based on cost-plus submissions for services in connection with surveying and construction stake-out, and for adjustment in contract arrangements for work undertaken on parking area projects at Sandy Point Park. (Item 34-H) 124.80
92.60

F. P. Asher, Jr. & Sons, for Change Order #1, for additional land to be graded for a parking area at Sandy Point State Park. Fee is applicable to Rummel, Klepper & Kahl. (Item 34-N) 7,493.80

General Construction Loan of 1953 - Item 28:

L. R. Waesche & Sons, for work accomplished in connection with installation of sewage system at Gambrill State Park. (Item 34-J) 248.00

General Construction Loan of 1954 - Item 36:

(Item 34-A)
C. Wm. Hetzer, Inc., for rental of equipment for grading for new service road at the Washington Monument State Park. Not to exceed 2,500.00

C. Wm. Hetzer, Inc., for installation of new roads at the Washington Monument State Park. (Item 34-B) 5,607.00

Budget Program 09.04.00.05 - .08:

D. C. Dilley, for installing new pump at New Germany Recreation Area (Item 34-O) 145.00

Budget Program 09.04.00.06 - .08:

Anthony McDonald, for cleaning out sanitary facilities and removal of refuse at Avalon, Orange Grove, Hilton Avenue, and Hollofield Recreational Area at the Patapsco State Park. (Item 34-K) 350.00

Budget Program 09.04.00.08 - .08:

Cecil Electric Company, for installation of underground cable to supply electric service to the concession building, and correction of defective wiring in the concession building at Elk Neck State Park. (Item 34-D) 212.00

DEPARTMENT OF GAME AND INLAND FISH

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract by the Department of Game and Inland Fish: (Payment to be made from the funds indicated)

Budget Program .09.03.00.04:

Bateman Electric Blueprint Company, for prints for bidding purposes. (Item 19) 17.10

DEPARTMENT OF MARYLAND STATE POLICE

1. The Board approved Item 9 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Department of Maryland State Police:

General Construction Loan of 1952

Additional funds required for new training school for Pikesville, including utilities	Item 7	List 11	1,780.20
	Item 7	List 12	19.54

General Construction Loan of 1954

Constructing new buildings and demolishing existing building - Waldorf Barracks	Item 10	List 14	225.25
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July 11, 1955

(Department of Maryland State Police)

2. Upon recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Department of Maryland State Police, with payment to be made from the funds indicated:

Budget Program 07.05.00.53 - \$5,338.92

Budget Program 07.05.00.55 - 9,791.83

George Construction Company, for sanitary facilities at the La Valle Barracks. (Item 37-E, with fund source amended in Item 41-B) \$15,028.00

Budget Program 3-07.05.00.01 - .08: (Item 37-D)

Heer Brothers, for emergency repair to boiler at Headquarters. \$ 22.10

R. Russell Blizzard, for repair to plaster damaged by water, including three window sills along the hallway in basement of Building A, Police Headquarters at Pikesville. (Item 41-A) 90.00

Budget Program 07.05.00.55:

Henry Albert, Jr. & Co., Inc., for installation of valves and piping in the boiler room at Headquarters, Pikesville. (Item 41-D) 105.00

R. I. Murray, for installation of a door, door frame and concrete ramp in the outside wall of the Quartermaster Division at the Headquarters in Pikesville. (Item 41-E) 198.00

Lewis Espey, for completing the brickwork on the radio house at Benson Barracks. (Item 41-C)

Budget Program 3-07.05.00.03 - .08:

Jankins Brothers, Inc., for emergency repairs to hot water spigot in the Salisbury Barracks. (Item 37-B) 7.50

C. A. Scheper, for emergency plumbing repairs at the Randallstown Barracks. (Item 37-C) 5.50

Budget Program 3-07.05.00.10-08:

F. M. Stevenson Company, Inc., for cutting into four sections a gym-type mat, and applying new riser with handles, at Headquarters. (Item 37-A) 135.00

DEPARTMENT OF MENTAL HYGIENE - CENTRAL FARM

The Board approved Construction Item 5 of the agenda of the Department of Budget and Procurement, covering the following expenditure by the Department of Mental Hygiene, Central Farm, with payment to be made from the funds indicated:

General Construction Loan of 1953

Constructing sewerage disposal facilities Item 42 List 24 \$77.18

DEPARTMENT OF PUBLIC IMPROVEMENTS

The Secretary presented to the Board the Monthly Progress Report prepared by the Field Division of the Department of Public Improvements, for the month ending June 30, 1955.

DEPARTMENT OF TIDEWATER FISHERIES

The Board approved the request of the Department of Tidewater Fisheries that they be permitted to sell the patrol boat "Upper Fishing Bay" to Mr. Richard L. Smith, 2611 22nd Street, N.E., Washington 18, D. C. for \$1,627.50.

EASTERN SHORE STATE HOSPITAL

The Board approved Construction Item 2 of the agenda of the Department of Budget and Procurement, covering the following expenditure by the Eastern Shore State Hospital:

Board of Public Works Construction Fund of 1949

Recreation Building Item 37 List 18 \$7.15

(Continued)

EASTERN SHORE STATE HOSPITAL - (Continued)

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Eastern Shore State Hospital, with payment to be made from the funds indicated:

Budget Program 10.03.04.03	
John Matthai & Co., for emergency replacement of steel stairs in Chronic Building, Units 1 and 2. (Item 27-B)	\$5,440.00
General Construction Loan of 1953, Item 50	
Charles E. Brohawn & Bros., for screened porches to be added to two semi-detached cottages. (Item 1)	1,456.00
General Construction Loan of 1954, Item 50	
American Building Contractors, Inc., for construction of an incinerator. (Item 27-A)	3,990.00

GENERAL EMERGENCY FUND

1. Upon the recommendation of the Department of Budget and Procurement, the Board approved the following allotments from the General Emergency Fund (1955 Fiscal Year):

Morgan State College - Scholarship Fund - \$40,081.52, to cover deficit in scholarship awards for the 1955 fiscal year.

Maryland Racing Commission - \$997.00, as additional funds necessary to cover all of the Commission's obligations properly chargeable to the 1955 fiscal year.

Department of Geology, Mines and Water Resources - Geology and Water Resources \$111.00, as additional funds necessary to pay final obligations of the 1955 fiscal year.

2. Upon the recommendation of the Department of Budget and Procurement, the Board approved the following allotments from the General Emergency Fund (1956 Fiscal Year):

Judiciary - \$107,525.00, necessary to supplement the Judiciary budget for the 1956 fiscal year because of the enactment of new legislation at the 1955 regular session, as follows:

A. Additional Circuit Court judge for the Third Judician Circuit (Chapter 445, Acts of 1955)	\$ 13,000.00
B. Two additional judges for the Supreme Bench of Baltimore City (Chapter 269, Acts of 1955)	26,000.00
C. Pensions, judges' widows (Chapter 639, Acts of 1955)	68,525.00
	<u>\$107,525.00</u>

3. The Secretary presented to the Board request, dated June 28, 1955, from the War Memorial Commission for an allocation from General Emergency Funds of \$192.72, as one-half of the cost of replacement of intersections at the four corners of the War Memorial Building. This request was approved by the Board.
4. The Secretary presented to the Board request for allocation from General Emergency Funds to the budget of the Board of Public Works, 1955, of \$195.70 and \$922.57, to cover fees for professional services and other expenses in connection with the case of William L. Reed vs. Theodore R. McKeldin. This request was approved by the Board.

LEASES

Upon recommendation of the Department of Budget and Procurement, the Board approved execution of the following leases for the agencies concerned:

State Aviation Commission - renewal of lease with the Munsey Building Company covering 424 sq. ft. of space contained in rooms Nos. 626-627 Munsey Building, Baltimore, Maryland, effective for a term of eight months from July 1, 1955, at an annual rental of \$1,320.

(Continued)

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ORCEY

(Leases)

State Department of Health - renewal of lease with the Cambridge-Maryland Hospital, Inc., as Lessor, covering 1,000 sq. ft. of space contained in basement rooms in the Cambridge-Maryland Hospital, Cambridge, Maryland, at an annual rental of \$600.00. This lease is for an indefinite period from July 1, 1955, until written notice of termination is given by either party to the other at least two months in advance.

State Roads Commission - as Lessor - new lease with Lewis W. Carr and David Sliver, as Lessee, covering premises located at the extension of Myette Road at the Severn River, Annapolis, Maryland, effective for the term of one month from March 1, 1955, and then to continue on a monthly basis, at an annual rental of \$600.00.

State Roads Commission - as Lessor - new lease with Mrs. Chloe Riley, as Lessee, covering premises known as 8718 Oakleigh Road, Baynesville, Baltimore 34, Maryland, effective for the term of one month from June 1, 1955, and then to continue on a monthly basis, at an annual rental of \$594.00.

State Roads Commission - as Lessor - new lease with Joseph E. and Annie M. Hartsock, as Lessee, covering premises known as 8724 Oakleigh Road, Baltimore 34, Maryland, effective for the term of one month from June 1, 1955, and then to continue on a monthly basis, at an annual rental of \$1,200.00.

State Roads Commission - as Lessor - new lease with Karl and Laura Kirkman, as Lessee, covering premises known as 205 Frederick Road, Catonsville, Baltimore 28, Maryland, effective for the term of one month from May 1, 1955, and then to continue on a monthly basis, at an annual rental of \$1,200.00

State Roads Commission - as Lessor - new lease with Edward W. and Frances B. Drew, as Lessee, covering premises in Montgomery County on the west side of Maryland State Route #124, Gaithersburg, Maryland, effective for the term of one month from April 1, 1955, and then to continue on a monthly basis at an annual rental of \$240.00.

State Roads Commission - as Lessor - new lease with Joseph K. and Agnes Copeland, as Lessee, covering premises known as 9105 Columbia Boulevard, Silver Spring, Maryland, effective for the term of one month from June 1, 1955, and then to continue on a monthly basis, at an annual rental of \$1,680.00.

State Roads Commission - as Lessor - new lease with Wright Construction Company, as Lessee, covering premises at the intersection of the Baltimore-Washington Expressway and the Buena-Vista-Mitchellville Road, Mitchellville, Maryland, effective for a term of one month from May 1, 1955, and then to continue on a monthly basis, at an annual rental of \$300.00.

State Roads Commission - as Lessor - new lease with Roland L. and Verneda O. Kahler, as Lessee, covering premises known as 208 Maryland Avenue, District Heights, S. E., Washington, D. C., effective for the term of one month from May 1, 1955, and then to continue on a monthly basis, at an annual rental of \$1,080.00.

State Roads Commission - as Lessor - new lease with Lester S. and Kathryn A. Hole, as Lessee, covering premises known as 5218 G Street, S. E., Washington, D. C. effective for the term of one month from June 1, 1955, and then to continue on a monthly basis, at an annual rental of \$720.00.

State Roads Commission - as Lessor - new lease with William F. and Goldie Lear, as Lessee, covering premises on the east side of Route #60 near Leitersburg, Route 5, Hagerstown, Maryland, effective for the term of one month from June 1, 1955, and then to continue on a monthly basis, at an annual rental of \$330.00.

State Department of Education - renewal of lease with Robert T. Violet, as Lessor, covering 458 sq. ft. of space contained on the second floor of the building located at 4313 Hamilton Street, Hyattsville, Maryland, effective for a term of one year from September 1, 1955, at an annual rental of \$960.00.

State Department of Health - new lease with the Mine Rescue and Community Building, Inc., as Lessor, covering 600 sq. ft. of space contained on the ground floor of the Community Building, Kitamiller, Maryland, effective for a term of one year from July 1, 1955, at an annual rental of \$300.00.

Maryland Veterans' Commission - renewal of lease with the County Commissioners of Allegany County, as Lessor, covering 258 sq. ft. of space contained in room 7-B, second floor, County Building, Union Street, Cumberland, Maryland, effective for the term of three years from July 1, 1955, at an annual rental of \$360.00.

MARYLAND HOUSE OF CORRECTION

1. The Secretary reported to the Board receipt of \$3,273.11 (Warrant 10,718) for a fire at the Maryland House of Correction on 9-15-54, and \$726.60 paid (approved by Board of Public Works at meeting June 14, 1951) from the Board of Public Works - Fire Losses State Property Fund. Item 11 of this Fund to be debited \$726.60 and credited \$3,273.11
2. The Board approved Construction Item 1 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Maryland House of Correction:

General Construction Loan of 1952

To change electric system from direct to alternating current

Item 59	List 42	\$ 4.06
Item 59	List 43	114.86

General Construction Loan of 1954

Storage warehouse

Item 84	List 44	65.94
Item 84	List 45	25.00
Item 84	List 46	9.06
Item 84	List 47	16.54
Item 84	List 1	2.46
Item 84	List 2	301.11
Item 84	List 3	170.15
Item 84	List 4	10.78

3. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Maryland House of Correction, with payment to be made from the funds indicated:

General Construction Loan of 1951 - Item 153

Central Automatic Sprinkler Company, Base Bid and Alternate 1, for automatic sprinkler system for State Use Industries Shops (Item 45) \$14,360.00

General Construction Loan of 1954 - Item 84

Enjay Engineering and Construction Company, Inc., for Change Order #1, in connection with refrigeration and miscellaneous electric work in Warehouse. (Item 33)

2,020.00

MARYLAND PENITENTIARY

1. The Board approved Construction Item 8 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Maryland Penitentiary:

General Construction Loan of 1950

Miscellaneous building equipment, renovation and repairs

Item 1	List 4	\$ 90.73
Item 1	List 5	63.51

General Construction Loan of 1951

Install new ceilings and cell houses
Inmate radio system

Item 164	List 72	179.85
Item 167	List 70	51.69

General Construction Loan of 1953

Additional funds for security facilities for power house

Item 121	List 26	6.40
Item 121	List 27	302.02
Item 121	List 28	312.59
Item 121	List 30	624.85

2. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Maryland Penitentiary, with payment to be made from the funds indicated:

General Construction Loan of 1954 - Item 87

(Item 30-A)

Sargent Building Specialties, Inc., for construction of an incinerator -

\$3,180.00

General Construction Loan of 1951 - Item 163

Custom Misci Systems, for Change Order #1, in connection with the installation of an Inter-Communication System (Item 30-B)

381.00

General Construction Loan of 1953 - Item 121

Invoice for prison labor for the month of May, 1955. (Item 30-C)

189.85

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MARYLAND STATE REFORMATORY FOR MALES

1. The Secretary presented to the Board a request received from the Maryland State Reformatory for Males, under date of July 6, 1955, for permission to write off as uncollectible the following items due from former employees:

Lloyd F. Seipler	\$ 4.20
Nathaniel S. Buharp	17.09

This request was approved by the Board.

2. The Board approved Construction Item 11 of the Department of Budget and Procurement, covering the following expenditures by the Maryland State Reformatory for Males:

General Construction Loan of 1949

Stone plant	Item 61-B2	List 83	\$233.50
	Item 61-B2	List 85	122.71
Woodworking shop	Item 61-D	List 83	763.42
	Item 61-D	List 84	621.81
	Item 61-D	List 86	208.73
	Item 61-D	List 87	864.83
	Item 61-D	List 89	78.00
	Item 61-D	List 90	83.06

General Construction Loan of 1954

Automotive repair and machine shop	Item 85	List 45	251.04
	Item 85	List 46	40.90
	Item 85	List 48	118.80

3. The Board approved item 47 of the agenda of the Department of Public Improvements, as follows:

"The Board of Public Works at its meeting on November 9, 1953, approved allocation of \$10,000.00 from Item 61, General Construction Loan of 1949, 'Expansion of State Use Industries for Establishment of Sewing Shop at the Reformatory for Males'. It has been determined that purchase of necessary equipment will require an additional \$950.00 to complete the set up of a sewing shop. It is requested that this additional amount be allocated from the same fund source -

Item 61, General Construction Loan of 1949. "

4. The Board approved item 31 of the agenda of the Department of Public Improvements, as follows:

"Authorization is requested for payment of invoices for prison labor, and for overtime paid during the month of May, 1955, in connection with projects as shown below:

"Prison Labor -

\$42.05	Item 61-D, General Construction Loan of 1949 (Woodworking Shop)
.35	Item 61-B-2, General Construction Loan of 1949 (Feed Mill)
9.35	Item 85, General Construction Loan of 1954 (Auto Shop)

"Overtime -

\$ 1.87	Item 61-A, General Construction Loan of 1949 (Stone Plant)
1.87	Item 61-B-2, General Construction Loan of 1949 (Feed Mill)
35.55	Item 61-D, General Construction Loan of 1949 (Woodworking Shop)
3.74	Item 62, General Construction Loan of 1949 (Warehouse)
1.87	Item 173, General Construction Loan of 1941 (Warehouse)

MARYLAND STATE REFORMATORY FOR WOMEN

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Maryland State Reformatory for Women, with payment to be made from the funds indicated:

Budget Program 12.01.06.04-.08

National Engineering Company, for boiler repairs and replacing bridge walls at #2 and #3 boilers. (Item 32-A)	\$2,083.95
General Construction Loan of 1952 - Item 72	
Nash Welding Company, Inc., for emergency replacement of three boiler tubes. (Item 32-B)	116.00

MARYLAND STATE SCHOOL FOR THE DEAF

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Maryland State School for the Deaf, with payment to be made from the funds indicated:

General Construction Loan of 1953 - Item 127 - \$126.89

General Construction Loan of 1951 - Item 216 - \$46.72

1955 Budget Program 13.01.00.40-08 - \$1,546.77

Fisher's, for installation of two Soot Blowers in connection with operation of boilers in the Boiler Plant. (Item 17-A) \$1,720.38

Fee is applicable to Whitman, Requardt & Associates and is to be paid from:

General Construction Loan of 1953 - Item 127	111.82
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Budget Program 13.01.00.04

Fisher's, for emergency plumbing repairs during the months of March and April, 1955. (Item 17-B) 120.58

Thomas F. Kennedy, for emergency roof repairs in October and December, 1954, and March and April, 1955. (Item 17-C) 77.92

W. M. Patterson Company, Inc, to Change Order #1 to contract for floor coverings in the main dining room and boys' assembly area. (Item 17-D) 150.00

MARYLAND TRAINING SCHOOL FOR BOYS

1. The Secretary reported receipt of \$165.00 from sundry insurance companies in settlement of fire losses sustained by the Maryland Training School for Boys on June 22, 1954, to be credited to item 14, BPW-Fire Losses St. Property Fund.
2. The Secretary reported lightning damage to the radio communications system at the Maryland Training School for Boys during a storm on June 23, 1955. The estimated cost for repairs is \$85.00.

3. The Board approved Construction Item 14 of the Department of Budget and Procurement, covering the following expenditures by the Maryland Training School for Boys:

General Construction Loan of 1952

Additional funds for service building, etc.	Item 90	List 119	\$2,832.57
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Item 90	List 120	121.88
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Equipment for two new cottages for junior boys	"	94	List 119	340.00
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New gymnasium and auditorium	Item 98	List 120	177.21
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General Construction Loan of 1954

Training project	Item 73	List 9	106.58
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4. Upon recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Maryland Training School for Boys, with payment to be made from the funds indicated:

Board of Public Works - Fire Losses State Property Fund - Item 14

The Hoffman Awning Company, for replacement of awnings destroyed by fire. (Item 25-A)	\$168.50
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General Construction Loan of 1951 - Item 196

Thompson, Grace & Mays, Inc. for Change Order #1 to contract for extension of Old Harford Road. (Item 25-B) 876.60

General Construction Loan of 1952 - Item 98

Lawrence Plumbing & Heating, Inc., for Change Order #7, to contract for revision in steam supply piping. Fee is applicable to Turpin, Wachter & Associates. (Item 25-C) 387.00

General Construction Loan of 1952 - Item 93

William Baumgarten & Company, for payment of invoice for bronze plaque indicating the rededication of the School Building at the Maryland Training School for Boys as Gary Hall. (Item 25-D)	160.00
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MARYLAND TUBERCULOSIS HOSPITALS

1. Victor Cullen State Hospital

Upon the recommendation of the Department of Public Improvements, agenda item 20, the Board approved execution for Victor Cullen State Hospital of Change Order #6, in the amount of \$2,454.10, to contract with L. J. Keller & Sons, for rock excavation in connection with construction of the Service Wing Addition. Fee is applicable to Buckler, Fenhagen, Meyer and Ayres. Payment is to be made from General Construction Loan of 1949 - Item 25

(Maryland Tuberculosis Hospitals)

2. Mt. Wilson State Hospital -

The Board approved Construction Item 4 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Mt. Wilson State Hospital:

General Construction Loan of 1949

Hospital building, boiler house, etc.	Item 34	List 92	\$ 67.03
	Item 34	List 94	11.76

General Construction Loan of 1951

Staff quarters	Item 55	List 137	4,090.25
Furniture for new hospital	Item 56	List 155	3,055.00
	Item 56	List 156	1,676.00
	Item 56	List 158	1,585.00

3. Mt. Wilson State Hospital -

Upon the recommendation of the Department of Public Improvements, the Board approved the award of the following contracts by Mt. Wilson State Hospital, with payment to be made from the funds indicated:

General Construction Loan of 1949 - Item 37

Wildberger-Best Construction Company, Inc. - Change Order #7 to contract for rock excavation in various locations in connection with construction of Employees' Housing. Fee is applicable to Finney, Wolcott and Associates. (Item 21-A) \$984.50

Board of Public Works - Fire Losses State Property Fund

John F. Rezendes, Inc. - Change Order #1 to contract for extra blockwork and backfilling at the rear of the Shop Building. (Item 21-B) \$136.00

4. Henryton State Hospital -

Upon the recommendation of the Department of Public Improvements, the Board approved the award of the following contracts by Henryton State Hospital, with payment to be made from the funds indicated:

Budget Program 10.01.07.03.08

(Item 3)

Tucker's of Towson, Base Bid and Alternate 1, for rewiring and re-lighting the Administration Building and the Auditorium \$8,430.00

Webster Waterproofing Company - Change Order #1 to contract for waterproofing the tops of all wall copings on three buildings in connection with the contract for stucco and masonry repairs. (Item 36-A) 397.50

Webster Waterproofing Company, for waterproofing tile coal silo in the East Wing (Item 36-B) 889.00

Blair Brothers, for painting work in East and West Wings (36-B) 4,059.00

John H. Hampshire, Inc., Alternates 2 and 3, for new floor covering in Wards A, B, C and the Basement Hallway. (Item 36-C) 7,400.00

MILITARY DEPARTMENT

1. The Board approved Construction Item 6 of the agenda of the Department of Budget and Procurement, covering the following expenditure by the Military Department:

General Construction Loan of 1951	Item 13	List 243	\$346.43
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2. Upon the recommendation of the Department of Public Improvements, in item 35 of their agenda, the Board approved award of the following contract for the Military Department, with payment to be made from the funds indicated:

General Construction Loan of 1951 - Item 10

Windsor Construction Company, Base Bid and Alternate #4, for alterations to the Silver Spring Armory. Fee is applicable to J. Brentiss Browne - \$68,675.00

MISCELLANEOUS

1. The Secretary brought to the attention of the Board a communication from the agents for the Cecil Apartments, Baltimore, who desire to interest the State in the purchase of the property for possible use for State offices.

The Board felt that it could not be interested in this property because of having already adequately provided for all State Agencies to be located in Baltimore, in the new State Office Building to be erected there.

2. The Secretary brought to the attention of the Board copy of letter, dated July 5, 1955, written by Mr. I. Alvin Pasarew, Director, Maryland State Planning Commission, to Mr. James G. Rennie, Director of the Department of Budget and Procurement, submitting an outline of the proposed "Maryland Roadside Protection Study" and a budget breakdown to cover the cost of the study.

It was decided by the Board to hold this matter over for further consideration at a later meeting.

MONTROSE SCHOOL FOR GIRLS

1. The Board approved item 24-A of the agenda of the Department of Public Improvements, which is quoted below:

"Approval is requested for execution of right-of-way agreement with the Baltimore Gas and Electric Company for relocation of electric service line serving this School, particularly pertaining to location of primary meter pole. The agreement is to be executed by the Superintendent of Montrose School."

2. Upon the recommendation of the Department of Public Improvements, in Item 24-B of their agenda, the Board approved award of the following contract for the Montrose School for Girls, with payment to be made from the funds indicated:

Budget Program 11.01.05.02

Rullman and Wilson, for cutting the lettering "The Laura O. Guttmacher Cottage" over the main entrance to the Dormitory. \$15.00

MORGAN STATE COLLEGE

1. The Board approved Construction Item 7 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Morgan State College:

General Construction Loan of 1951

Science Building, including equipment and utilities

Item 220 List 124 \$ 3.17

Item 220 List 127 549.65

Library books and classroom equipment

Item 221 List 125 199.35

Item 221 List 127 205.08

Science building, including equipment and utilities

Item 220 List 2 540.20

Library books and classroom

Item 221 List 2 11.95

General Construction Loan of 1953

Remodeling Spencer Hall for Biology

Item 133 List 123 29,924.90

Building
Equipping infirmary unit

Item 137 List 126 198.42

Item 137 List 3 14.50

General Construction Loan of 1954

Additional funds for equipment for science building

Item 89 List 128 221.00

2. The Board approved Construction Item 16 of the agenda of the Department of Budget and Procurement, covering the following expenditure by Morgan State College:

Board of Public Works Fire Loss Account
Morgan State College

Item 16 List 2 196.01

(Continued)

(Morgan State College)

3. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for Morgan State College, with payment to be made from the funds indicated:

Budget Program 13.02.00.04

Enjay Engineering and Construction Company, Alternates 1 and 2, for alterations to the Refectory Building Basement to provide proper ventilation of the food storage area. (Item 43) \$915.00

General Construction Loan of 1951 - Item 228

George A. Harrison, Field Engineer 1 (Mechanical) for the period from June 29, 1955 to August 23, 1955, at the rate of \$182.00 biweekly. Mr. Harrison is employed on a contractual basis. (Item 5) \$910.00

Enjay Engineering and Construction Company, Inc. (Item 12)
For installing new chemical feed system for boilers \$450.00

PATUXENT INSTITUTION

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract for Patuxent Institution, with payment to be made from the funds indicated:

Budget Program 12.01.02.04

Arthur P. Shamer, for ventilating system for the pressure reducing valve room, and a solenoid valve in the Supply and Administration Building, and for additional cat walks and ladders in the boiler room. (Item 40) \$1,782.80

REGISTERS OF WILLS

The Secretary brought to the attention of the Board letter received from Mr. Raymond L. Pickett, Register of Wills for Howard County, requesting authority to write off as uncollectible the following items of inheritance tax:

Estate of Mary L. Marrimer	\$ 5.80
Estate of Rhoad Harless	2.66
Estate of Carl Jerns	3.79
Estate of Florence V. Smallwood	1.70
Estate of James Stewart	1.03
Estate of Mabel E. Wiegand	14.67
Estate of Edward W. Talbott	6.36
	<u>\$36.01</u>

The Board approved this request.

ROSEWOOD STATE TRAINING SCHOOL

1. The Secretary reported to the Board the receipt of \$4,080.40 in settlement of fire losses sustained by Rosewood State Training School on September 26, 1954. (Warrant 10,717) Credit: Item 6, BPW-Fire Losses St. Prop. Fund.
2. Upon the recommendation of the Department of Public Improvements, the Board approved the award of the following contracts by Rosewood State Training School, payment to be made from the funds indicated:

1955 Budget Program 10.03.05.03 - .08 \$5,000.00

1956 Budget Program 10.03.05.03 - .08 3,708.29

National Engineering Company, for repair to refractory of #4 boiler in the Power Plant. (Item 26-A) \$8,708.29

Board of Public Works - Fire Losses State Property Fund-Item 8

Charles F. O'Day - Change Order #1 to contract for Farm Buildings. (Item 26-B) CREDIT 86.38

Budget Program 10.03.05.53

Wm. H. Sandw, Inc. - Change Order #1 to contract for installing double hung sash and frame in wall in connection with alterations to Thom Cottage. (Item 26-C) 55.00

ST. MARY'S SEMINARY JUNIOR COLLEGE

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for St. Mary's Seminary Junior College, with payment to be made from the funds indicated:

1956 Budget Program 13.03.00.04 - .08 -	\$750.00	
1955 Budget Program 13.03.00.04 - .08 -	243.50	
Francis W. Orrock, for tree surgery. (Item 38)		\$993.50
1955 Budget Program 13.03.00.04 - .08		
John P. Snow, for repainting the elevated steel tank including exterior, interior and supporting structure. (Item 11-A)		\$440.00
Paul W. Dean, for repainting exterior of the Auditorium. (11-B)		450.00

SPRINGFIELD STATE HOSPITAL

1. The Board approved Construction Item 13 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Springfield State Hospital:

Board of Public Works Construction Fund of 1949			
Addition to pasteurizing plant	Item 69	List 178	\$795.01
General Construction Loan of 1954			
Safety and fire protection	Item 56	List 4	448.06

2. The Board approved item 44 of the agenda of the Department of Public Improvements, quoted below:

"Item 1-A of this Department's Agenda of September 14, 1954, reported contract award to Frank D. Christhlf, Inc., in the amount of \$31,888.00 for construction of Retaining Walls and Railroad Trestle. This work was a further extension on the redesign of the boiler house and relocation of boilers, stokers, etc., and James Posey & Associates were the engineers on the original design and revisions thereto. These Engineers accomplished redesigning the original layout on a cost-plus arrangement, on the basis of twice the technical payroll, plus \$10.00 an hour for principals of the firm (Item 41-C of this Department's Agenda of August 9, 1954). In the redesigning of this work by Posey & Associates, due to funds available, retaining walls and railroad trestle were not included in the redesign, but after completion of the boiler house and relocation of boilers, stokers, etc., it was found that the retaining walls and railroad trestle were necessary for more efficient operation, and that money could be made available for this additional work, which resulted in the Christhlf contract. Therefore, authorization is requested for payment of the invoice of James Posey & Associates in the amount of \$2,120.45, on the same cost-plus arrangement on the basis of twice the technical payroll, plus \$10.00 an hour for principals, as was the arrangement for redesigning the original layout. Funds are available for payment of the \$2,120.45 invoice in Item 122, General Construction Loan of 1951."

4. The Secretary reported to the Board the receipt of \$5,776.42 in settlement of fire losses sustained by Springfield State Hospital on June 30, 1954, July 7, 1954, August 24, 1954 and September 2, 1954. (Warrant 10,715) To be credited to Item 9, Board of Public Works-Fire Losses. State Property Fund.

SPRING GROVE STATE HOSPITAL

*(See page 23 for item 5)

1. The Secretary reported to the Board the receipt of \$74.68 in settlement of fire losses sustained by Spring Grove State Hospital on December 16th and 27th, 1954. (Warrant 10,716). Credit: Item 10, BPW-Fire Losses St. Prop. Fund.
2. The Board approved Construction Item 12 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Spring Grove State Hospital:

Board of Public Works Construction Fund of 1949			
Nurses' home	Item 93	List 330-A	\$ 79.62
General Construction Loan of 1951			
To complete two new boilers, coal and ash handling equipment	Item 144	List 331-A	156.31

(Continued)

(State Department of Education)

5. Salisbury State Teachers College -

The Board approved item #16 of the agenda of the Department of Public Improvements, quoted below:

"In Item 1 of this Department's agenda of June 13, 1955, request was made for issuance of Change Order #6 to the contract with Wm. F. Sutter for installation of curbs, walks, paving, etc., in the immediate vicinity of the Demonstration School, at a cost of \$7,954.00. It has now been determined to reject this submission and to solicit bids for the work. Accordingly, it is requested that the Minutes of the Board of Public Works be amended to show the rejection of this commitment. Bids to be received at a later date will be reported to the Board at the proper time."

5A - See page 23

6. Towson State Teachers College -

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by Towson State Teachers College, with payment to be made from the funds indicated:

1955 Budget Program 13.04.07.04 - \$1,017.00

1956 Budget Program 13.04.07.04 - 7,310.00

Blair Brothers, for exterior and interior painting and plaster repairs in Administration Building and Auditorium (Item 4) \$8,327.00

Budget Program 13.04.07.04.08 - 1956

Wallace & Gale Company, for roof and sheet metal repairs
(Item 18)

2,160.00

STATE DEPARTMENT OF PUBLIC WELFARE

The Board approved Construction Item 10 of the agenda of the Department of Budget and Procurement, covering the following expenditure by the State Department of Public Welfare:

General Construction Loan of 1955

Renovation of old Civil Conservation Corps

Camp at Green Ridge State Forest for use

as rehabilitation center

Item 74 List 1 \$1,095.74

STATE EMPLOYEES

1. The Board approved an extension of sick leave in the case of Alexander Moyes, Hospital Attendant Supervisor 11, Spring Grove State Hospital, for a period of three months from June 15, 1955. If at the end of this period he is still unable to return to work, it was suggested that he be given a physical examination to determine his ability to remain in the State service.

2 and 3 - See pages 23 and 24.

STATE OFFICE BUILDINGS, BALTIMORE AND ANNAPOLIS

1. The Board approved items 10-A and 10-B of the agenda of the Department of Public Improvements, quoted below:

10-A - "In connection with space allocations for the State Office Buildings in Baltimore and Annapolis, it is advised that Game and Inland Fish Commission now do not desire to retain any space in the Office Building in Baltimore. Since their Agency will be located in Annapolis, they have determined to locate their entire operation in the Annapolis Office Building. The minimum amount of space previously allocated to the Game and Inland Fish Commission in the Baltimore has been re-assigned to other agencies to permit adjustment in the space allocation."

10-B - "Also concerning space allocation, the Department of Parole and Probation now advises they do not wish any space provided in the Office Building in Annapolis. They feel that the office usage originally intended for Annapolis can be better accomplished by locating the Annapolis use with its office in Baltimore."

(Continued)

July 11, 1955

(State Office Buildings, Baltimore and Annapolis)

2. Upon the recommendation of the Department of Public Improvements, in item 10-C of their agenda, the Board approved award of the following contract, with payment to be made from the funds indicated:

General Construction Loan of 1952 - Item 1

Blakeslee-Lane, Inc., for twelve prints of the State Office Building project.

\$9.00

STATE OFFICE BUILDING, BALTIMORE

The Board approved the following items in the agenda of the Department of Public Improvements:

46-A - "Approval is requested for additional progress payment to the Architect-Engineer for the State Office Building in Baltimore, Fisher, Nes, Campbell & Associates, and The L. P. Kooken Company, for work connected with the State Office Building in Baltimore. The report on which requested payment is based reflects approximately 19% completion of the working drawings for the complete State Office Building project. On this basis payment is requested for work completed through June 30, 1955, in the amount of \$15,396.46. This is based on the percentages indicated in the architectural-engineering contract predicated on a total estimated cost for the entire project of \$10,436,503.00. Funds are available for the payment in Item 1, General Construction Loan of 1952."

46-B - "Approval is requested for payment of invoice of Fisher, Nes, Campbell & Associates, and The L. P. Kooken Company, Architect-Engineer for the State Office Building in Baltimore, for authorized travel to Harrisburg, Pennsylvania, and New York City for purposes of studying certain architectural and structural details on buildings under construction or recently constructed that are similar in nature to the proposed State Office Building in Baltimore. The amount of the invoice is \$89.40, and funds are available in Item 1, General Construction Loan of 1952."

STATE PROPERTY

Upon the recommendation of the Department of Budget and Procurement, the Board approved disposal of the following properties no longer required in connection with the conduct of the State's Business:

Commissioners of the State Accident Fund - (office equipment)	\$ 97.50
Department of Budget and Procurement - (office equipment)	53.87
Circuit Court of Baltimore City - (office equipment)	27.89
Comptroller of the Treasury - (office equipment)	55.00
Maryland House of Correction - (motor vehicles)	540.00
Crownsville State Hospital - (livestock)	125.00
Eastern Shore State Hospital - (feed bags)	100.00
State Department of Education - (office equipment)	380.00
Department of Employment Security - (office equipment)	42.10
Department of Game and Inland Fish - (timber)	10,755.00
State Department of Health - (motor vehicles)	150,060.56
Department of Mental Hygiene - (motor vehicle)	300.00
Department of Mental Hygiene - Central Farm - (livestock)	220.00
Department of Motor Vehicles - (office equipment)	275.00
Maryland Penitentiary - (motor vehicle)	625.00
State Department of Public Welfare - (motor vehicle)	387.00
Maryland State Reformatory for Males - (livestock)	1,534.72
State Roads Commission - (road equipment and junk)	755.58
Rosewood State Training School - (farm equipment)	141.95
Spring Grove State Hospital - (scrap)	5.78
State Teachers College - Salisbury - (kitchen equipment)	25.75
State Teachers College - Towson - (tractor and table)	430.00
University of Maryland - (office equipment and books)	46.67
Victor Cullen State Hospital - (livestock)	770.64
Executive Department - Governor - (office equipment)	545.37

(Continued)

(State Property)

Maryland House of Correction - (livestock)	\$822.50
Department of Game and Inland Fish - (quail pens)	42.00
Department of Mental Hygiene - Central Farm - (livestock)	80.00
State Roads Commission - (motor vehicle)	750.00
University of Maryland - (office equipment)	345.00

Department of Budget and Procurement - to set up on the Department's Revolving Fund records a net overage in merchandise value of \$39.65 which occurred during the 1955 fiscal year. Inventory overages occurred in the amount of \$87.08 which were offset by shortages in the amount of \$47.43. Detailed itemized record is on file for audit verification.

Department of Employment Security - removal from inventory of several pieces of office furniture, located at the department's Easton office, which have been turned over to the Eastern Shore State Hospital on an inventory transfer basis.

State Department of Health - removal from inventory of 12 single metal beds; 15 wooden chests of drawers; 2 metal chests of drawers; 5 wooden dressers and 2 metal dresser-robos, which are no longer useable and have been replaced. The metal will be kept on a scrap pile for later disposal as junk. Mt. Wilson State Hospital.

State Department of Health - removal from inventory at Pine Bluff of a list of equipment carried on inventory in the amount of \$306.70, which is completely worn out and not repairable.

Department of Information - removal from inventory of one stapler and one supply table, which are broken beyond repair, and one pair of shears which cannot be located.

State Department of Public Welfare - removal from inventory of Caroline County Welfare Board of two arm chairs and eleven straight chairs which are unusable and beyond repair.

State Department of Public Welfare - removal from inventory of St. Mary's County Welfare Board of one car seat and one chair which are broken beyond repair.

State Department of Public Welfare - removal from inventory of Wicomico County Welfare Board of seven awnings which are no longer usable.

State Tax Commission - removal from inventory three chairs which are broken beyond repair.

State Teachers College - Towson - removal from inventory of two collapsible basketball goals which were turned over to Montrose School for Girls on an inventory transfer basis.

State Tobacco Warehouse - removal from inventory of one unused safe which was demolished in a robbery attempt.

Maryland Veterans' Commission - removal from inventory of one Bates numbering machine which cannot be located.

State Use Industries - Maryland Penitentiary - removal from inventory and selling to the Maryland State Reformatory for Males of two #31-15 single needle, straight sewing machines, complete with motors, tables and lights and one #69-5 button sewing machine, complete with motor, table and light, at a total cost of \$600.00. This equipment was purchased three years ago at a cost of \$920.00, and the Reformatory for Males is in need of it for their institutional clothing department.

STATE RECORDS

The Secretary presented to the Board the following records retention schedules submitted by Dr. Morris L. Radoff, Archivist, Hall of Records, under date of July 8, 1955:

<u>Agency</u>	<u>Schedule No.</u>
Accident Fund	184
State Department of Public Welfare: Statistical Division	186
County Welfare Boards and Baltimore City Welfare Department	185, 187
Comptroller of the Treasury - Gasoline Tax Division	188
Worcester County-Register of Wills	C-27
Somerset County-Register of Wills	C-28
Caroline County-Register of Wills	C-29
Anne Arundel County-Register of Wills	C-30

These schedules were approved by the Board.

STATE ROADS COMMISSION

- The Secretary reported to the Board the receipt of \$73.43 in settlement of fire losses sustained by the State Roads Commission on June 23, 1954. (Warrant 10,714) Credit: Item 18, BPW-Fire Losses, State Property Fund.
- The Secretary reported fire damage to the former Joseph Fradkin property in Prince George's County, acquired in connection with Contract P-735-1-320, Item 28279.
- The Board approved execution by the State Roads Commission of the following deeds:

John E. Dean and Margaret M. Dean, his wife, parcel of land in Charles County (#22777)

Archbishop Patrick A. O'Boyle, parcel of land in Charles County (#28983)

Anna C. Rogers, Mae Harris Clarke, Phillips H. Clarke and Cornelia C. Huch, two parcels of land in Prince George's County (#31550)

W. Virgil Davis and Sallie M. Davis, his wife, of Wicomico County, two parcels of land in that county (#31246)

George P. Chandler, parcel of land in City of Salisbury (#28150)

Cameron Building Corporation, for 83 sq. ft. on Cameron Street, near Georgia Avenue, in Montgomery County. Contract M-435-2-315. \$698.00

Fulton W. Allen, W. Lee Allen and Albert G. Allen, co-partners, trading as W. F. Allen Company - Confirmatory Deed to replace one executed on October 25, 1954, and since lost.
- The Secretary brought to the attention of the Board a letter, dated July 6, 1955, from Mr. C. R. Pease, Secretary of the State Roads Commission, addressed to the Board and to Mr. James G. Rennie, Director of the Department of Budget and Procurement, relative to the roads system of Charles County.

After due consideration, the Board approved the purchase by the State Roads Commission of the land and buildings which Charles County has been using in connection with its County Roads System, and which under the provisions of House Bill 758 enacted at the 1955 session of the General Assembly, the State Roads Commission was directed to take over from the County as of June 1, 1955. The Board felt that the matter of small tools and equipment to be taken over by the Commission would be the subject of approval by the Department of Budget and Procurement.
- The Secretary presented to the Board a statement submitted by the State Roads Commission setting forth the compensation payments made by them for legal holidays worked during the calendar quarter ended May 31, 1955. This statement was approved by the Board and ordered to be filed.

SUPERINTENDENT OF PUBLIC BUILDINGS AND GROUNDS

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts, with payment to be made from the funds indicated:

Court of Appeals Building -

General Construction Loan of 1954 - Item #2
 Azar Floor Coverings, for installation of asphalt tile floor coverings in the main office area, the Clerk's Office. (Item 42) \$696.00

Budget Program .05.05.00.55
 Harry H. Meisel, Base Bid and Alternate 1, for electrical work in the State Law Library. (Item 48) \$640.80

Government House -

Budget Program .06.16.00.01 - .08
 Carlson & Carlson, Inc., Change Order #1 to contract for renovation of basement floor area. (Item 6) \$302.87

State House, Annapolis

General Construction Loan of 1954 - Item #1
 Wallace & Gale Company, Change Order #6, to contract for additional roofing and spouting work in connection with the contract for gutter and roof replacement on the newer section of the State House. (Item 7) \$1,381.00

STATE TREASURER

The Secretary advised the Board of receipt of reports from Mr. Miles of investment transactions, as follows:

June 14, 1955 - Sale of \$1,000,000 United States Treasury 1 3/8% Certificates of Indebtedness and \$1,500,000 United States Treasury Bills for the State Roads Commission, State Highway Construction Bond-Second Issue Fund.

June 21, 1955 - Purchase for the State of Maryland-General Funds of:
 \$4,000,000 Treasury Bills (dated 6/9/1955) due 9/9/1955
 3,000,000 U. S. Treasury Bills (dated 6/2/1955) due 9/1/1955
 3,000,000 U. S. Treasury Bills (dated 6/9/1955) due 9/8/1955

July 6, 1955 - Purchase for the State Accident Fund of: -
 \$200,000 United States Treasury 3% Bonds, due 2/15/1995 @ 100.328125

July 6, 1955 - Sale of \$5,000,000 United States Treasury Bills, invested for the General Construction Loan of 1952.

The Board approved Mr. Miles' action in the above transactions.

SURETY BONDS

Mr. Miles took up with the Board the matter of resolution adopted sometime ago, at the April 11, 1955 meeting, relative to fidelity bonds to be given to the State on State employees. He stated that he had been contacted by representatives of one of the bonding companies and requested to have the Board revise its views with respect to blanket bonds, since the bonding companies feel that the requirement that an annual bond be written in cases where blanket bonds are furnished would mean that the State would have to pay a much larger premium for the coverage received by it under these bonds. The companies feel that there is no point in requiring an annual bond since all of the employees in an agency covered by a blanket bond are included in the bond and the coverage is continuous with the payment of an annual premium, or the payment of a reduced premium if the bond is written for a period of three years.

Mr. Miles submitted to the Board a letter addressed to him by Mr. Harrison L. Winter, Deputy Attorney General, under date of June 28, 1955, following a discussion of the matter with representatives of the bonding company by

(Continued)

(Surety Bonds)

Mr. Winter. In his letter, after reviewing the situation at length, he concludes as follows:

"Certainly, except in the case of some statutory bonds, there is no statute of which I am aware which requires the obtention of any bond, the penalty of the bond, or the period during which the bond is to be written. Rather, the matter is one of sound business judgment, and I would see no reason why, if the State is adequately protected, there is any objection to a bond being written for a period greater than one year."

After further consideration of the matter, the Board agreed that it would be fully protected by blanket bonds and that if the State felt it desirable to obtain the benefit of a lower cost by writing a bond for a period longer than one year, this would be agreeable.

UNIVERSITY OF MARYLAND

1. The Secretary reported to the Board the receipt of \$156.43 in settlement of fire losses sustained at the University of Maryland, College Park, on June 15, 1954. Credit: Item 22, BPW-Fire Losses State Property Fund, and transfer to budget of University of Maryland.
2. The Secretary presented to the Board report received from the University of Maryland, College Park, of self-liquidating projects at the University of Maryland for the period May 1 through May 31, 1955. A financial report reflecting all expenditures during the period May 1 through May 31, 1955, and a cumulative investment in physical plant to date, was attached to this report.
3. The Board approved Construction Item 15 of the agenda of the Department of Budget and Procurement, covering expenditures by the University of Maryland, as follows:

General Construction Loan of 1951

Roads, walks, landscaping, parking areas, etc.

Item 276 List 405 \$ 52.81

General Construction Loan of 1953

Additional funds for equipping storage building at University Hospital

Item 161 List 436 1,656.92

Additional funds for equipping of Industrial Arts and Engineering Building at College Park

Item 166 List 441 300.00

Additional funds for completely equipping Engineering, Physics, Chemistry and Mathematics Buildings at College Park

Item 167 List 432 424.43

Item 167 List 441 150.28

Item 167 List 451 12.66

4. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the University of Maryland, with payment to be made from the funds indicated:

General Construction Loan of 1947 - Item 140

Baltimore Gas Company, invoice for repair to their underground equipment in front of 620 West Lombard Street, damaged in connection with test borings. (Item 14-C)

\$603.05

General Construction Loan of 1951 - Item 263

Ackerman & Baynes, Inc., for installation of a Ventilating System in the laundry sorting and shipping area in basement of University Hospital. (Item 14-A)

\$980.00

General Construction Loan of 1951 - Item 262

Industrial Electronics, Inc., for installation of an Inter-Communication System in the Stores Building. (14-B)

\$336.23

(Continued)

(University of Maryland)

General Construction Loan of 1953 - Item 167

Weather-Master Company, Inc., for installing half-screens
in the Molecular Physics Laboratory. (Item 13-A) \$184.32

General Construction Loan of 1954 - Item 119

Raymond Concrete Pile Company, invoice for five Gow Test
Borings at the site of the Journalism Building. (Item 13-B) 411.20

5. It was decided by the Board to defer action, pending further information, on Item 13-C of the agenda of the Department of Public Improvements relative to execution of Change Order #3, in the amount of \$3,394.39, to contract with Porter Construction Company, Inc., for Alterations to the Central Heating Plant.

WESTERN MARYLAND CHRONIC DISEASE HOSPITAL

1. The Board approved Item 22 of the agenda of the Department of Public Improvements, quoted below:

"Reference is made to Item 48 of this Department's Agenda of May 17, 1955, relative to approval of agreement with Earl T. Apfel & Associates in the amount of \$3,525.00, for test borings of subsurface survey of the site of the proposed Western Maryland Chronic Disease Hospital. This work has been completed and the actual cost was \$3,523.50, and it is requested that the CREDIT of \$1.50 revert to Item 23, General Construction Loan of 1952.

2. The members of the Board confirmed the verbal approval previously given to the request of the Washington County School Board that 25 - 30 acres of the 70 acre tract deeded to the State for the Western Maryland State Hospital be conveyed to the School Board to provide an adequate site for the new Senior High School in Hagerstown. This is part of the land which was given to the State by Washington County as a site for the new Chronic Disease Hospital for Western Maryland, and the Board has been assured that the land which the County School Board is desirous of having as a site for a new school is not needed by the State in connection with the new hospital which will be built on the property.

SPRINGFIELD STATE HOSPITAL (Continued from page 15)

5. The Board approved request, presented by the Secretary, from Springfield State Hospital for authority to make the following payments from the Fire Losses State Property Fund, in connection with a fire which occurred on September 2, 1954:

King Mullinix, for personal property	\$500.00
Bill Mullinix, for personal property	491.00
Vincent Mullinix, for personal property	500.00

STATE DEPARTMENT OF EDUCATION (Continued from page 17)

5A. Salisbury State Teachers College -

The Board approved request, presented by the Secretary, for authority to make payment of \$67.00 to Mr. S. Denmead Kolb for appraisals of the Carey and Asbury Church properties, being acquired for the Salisbury State Teachers College, payment to be made from item 138, General Construction Loan of 1955.

STATE EMPLOYEES (Continued from page 17)

2. The Secretary reported to the Board that Mrs. Claire R. Hancock, an employee of the State Department of Public Welfare, who was granted an extension of sick leave for a period of three months, beginning June 24th, 1955, by the Board at its meeting on May 15, 1955, returned to work on July 7, 1955. Therefore, it was necessary for her to use only 7 1/2 days of the extended sick leave granted her.

(Continued)

24 July 11, 1955

ORGEY

(State Employees)

3. The matter of allowances to State Employees for mileage for using privately owned cars on State business, which was referred to Mr. Rennie previously, was reported on by him at today's meeting.

In summarizing the report which he submitted, Mr. Rennie stated that it would appear from the foregoing that the mileage allowance paid by the State is not out of line with that used by the majority of other states and private industry.

The Board decided that there was no need at this time for any change in the allowance made by the State for travel in personally owned automobiles when these automobiles are used by employees in carrying out State duties.

ADJOURNMENT:

There being no further business, the meeting was adjourned.


Secretary